



**MAYOR & COUNCIL WORK SESSION
MONDAY, MAY 11, 2015 ~ 6:00 PM RIVERDALE, GEORGIA
MEETING MINUTES**

- 1. CALL TO ORDER/WELCOME: By the Honorable Evelyn Wynn Dixon.**
- 2. ROLL CALL- CITY CLERK**

Attendee Name	Title	Status
Evelyn Wynn Dixon	Mayor, At-Large	Present
Cynthia Stamps Jones	Council Member, Ward 1	Present
An'cel Davis	Council Member, Ward 2	Present
Wanda Wallace	Council Member, Ward 3 Mayor Pro-Tem	Present
Kenneth Ruffin	Council Member, Ward 4 Parliamentarian	Present

All Members of Council were present which constituted a quorum.

3. APPROVAL OF AGENDA:

The Agenda was approved by a consensus of the City Council to delete Item 9, Body Worn Camera, item 12, Volunteer Policy and Resolution No. 38 from the Agenda. The City Clerk's Contract was added to the agenda.

4. CITY MANAGER'S REPORT: E. SCOTT WOOD

City Manager prepared and presented by E. Scott Wood (Written report was provided to the Executive Board in advance).

City Manager Scott Wood spoke about a 30-day trial basis of a robo dialer for the Court Services to identify those individuals with outstanding citations. He stated there is a lot of events going on at the Riverdale Culture Center and distributed an updated calendar of events. The Mother's Day Brunch was a success with over 350 people in attendance which was last Saturday, May 9, 2015. The Georgia Cyber Academy completed their testing on last week and tested 375 children. Riverdale High School's ROTC Award Ceremony took place on May 7, 2015 with 300 people in attendance. Marta Transportation Service has scheduled a Public Hearing for Monday, May 11, 2015 and there will be an after work cool down starting Thursday, May 28, 2015 from 6pm until 9pm. The Riverdale Culture Center will be hosting an acting class scheduled from 7pm until 8:30 pm on Thursday, Friday and Saturday of this week. There were 2 bids for Wilson Road Repairs and the Department of Transportation agreed to look at HWY 85 and Valley Hill Road for a pattern change; and recommendation. Mr. Wood stated he will be attending a conference that is in

conjunction with Clayton County who are the coordinators. A driver's license check will be conducted by the Police Department on all employees who use city vehicles to check for violations.

Questions from Council:

Council Member Stamps Jones asked about the concert that was canceled. Mayor Wynn Dixon stated the promoter did not sell enough tickets. Council Member Stamps Jones asked how this affects us and would it be something we can look at. Mayor Wynn Dixon stated this would not affect us and we need to get a promoter who is willing to take a chance. Council Member Stamps asked about the fiber optics. Mr. Wood stated he would get back with her. Council Member Stamps Jones asked what the police will be looking for in regards to the driver's license check. Mr. Wood commented they are looking for driving violations.

Council Member Ruffin asked if the counties and cities were going to get together regarding economic development. Mr. Wood commented we are working collaboratively with them.

CITY ATTORNEY REPORT:

Attorney Barnes said for the sake of time, she was going to pass on the City Attorney Report.

6. ELECTION IGA:

Attorney Barnes stated the estimated amount for Clayton County to do the election is around \$10,000 and requested we come up with another plan in the event the IGA does not pass at the county. There was a consensus for the City Clerk, City Manager and the Attorney to research and find an elections superintendent.

7. UPDATE OF WILSON ROAD PARK REPAIRS:

Mr. Wood stated there are two bids on Wilson Road and he would get an answer back at the next meeting.

Council Questions.

Council Member Ruffin asked if we could have specificity. Mr. Wood commented there would be as much specificity as possible.

8. CODE RED

Mr. Wood stated the Code Red program is assigned to the City Clerk's Office and he does not have a specific head count of how many people are enrolled. Access for Code Red is provided on the website. Mr. Wood has instructed IT to convert the television located in the downstairs lobby to advertise meeting notices and to sign up for Code Red.

Council Questions: Council Member Stamps Jones stated the warning sirens have been updated and they virtually speak, which is much more affective. Council Member Stamps Jones agreed with Mr. Presley regarding Code Red.

9. Return of City Property

Attorney Barnes distributed a handout on the return of City Property. She stated that Ordinance No. 3 will amend the handbook and require the return of city property on the last day of employment.

Council Questions: Council Member Wallace asked HR Director Jacquette Jackson if there is a checklist for department heads when an employee to on the City of Riverdale' website. Ms. Jackson said "yes, there is a separation checklist." Mr. Wood commented how the employee's last pay check could be held if they do not comply with the city's request. Attorney Barnes said "yes, the language is included." Finance Director Donald Turner recommended that IT should also be involved in the process and the language should be added.

10. Council Member Attendance Policy

Attorney Barnes explained why technically, there is no attendance policy, however; a consensus was made last year pertaining to option 3, that no notice is provided. This brings back three options if a Council Member is absent. Option 1, requires a notice should be given by 2pm for regularly scheduled meetings and special called meetings. The Council Member should notify the Mayor, City Manager and City Clerk. Option 2 does not require notice but allows 6 meetings missed during a calendar year with a penalty in accordance to Section 6 in Riverdale's City Charter. Option 3, requires no list and requires no limit of 6 meetings missed.

Council Questions:

Council Member Wallace asked about Section 6 in Riverdale's City Charter and if this has to take place. Attorney Barnes commented there should be a due process and Section 6 sets up a procedure. Council Member Davis stated he has a problem with constantly changing the constitution because our forefathers set the constitution. Council Member Davis commented he likes option 1. Council Member Stamps Jones commented she agrees with Council Member Davis and whatever needs to be done to govern ourselves by, should be done. Council Member Ruffin stated we can never legislate everything. He said "kids are getting killed every day and he is sick of it." Council Member Ruffin commented he likes option 3. Council Member Wallace commented she likes option 3. Council Member Stamps Jones asked Attorney Barnes to recap the options. Council Stamps Jones commented she likes option 1. Attorney Barnes stated the City Clerk will keep a record of the absences and the agenda needs to be amended to vote in open session.

11. ETHICS COMPLAINT RECOMMENDATIONS:

Attorney Barnes stated the ethics complaints needs to be voted on in the business session and executive session. Mayor Wynn Dixon asked what the protocol is. Attorney Barnes commented that the ethics complaints has to be voted on one-by-one in open session.

Council Member Stamps Jones asked about the time frame for a special called meeting. Attorney Barnes commented something should be in the City of Riverdale's Charter and a 24- hour notice is required. Council Member Stamps Jones stated there should be some language in the ordinance. Council Member Davis agreed with Council Member Stamps Jones because if a person is out of town, they are not coming back to Atlanta for a meeting.

12. EXECUTIVE SESSION:

This item was moved to the Business Session Agenda.

13. ADJOURN:

There being no further business to come before Mayor and Council, Council Member Ruffin motioned to adjourn at 7:07 pm. Council Member Wallace offered the second. **The motion carried.**

Evelyn Wynn Dixon, Mayor

Sylvia Vaughan, City Clerk